

**ATTACHMENT 1****SFA SITE WORK SHEET - DAILY MEAL COUNT EDIT**

<b>SITE:</b>	<b>CLAIM MONTH:</b>
<p><b>A. PAID MEAL COUNT</b></p> <p><i>Total enrolled –[approved reduced price + approved free] for current month _____ X</i></p> <p><i>Attendance factor* _____ = _____</i></p> <p><b>B. REDUCED MEAL COUNTS</b></p> <p><i>Total approved reduced price for current month _____ X</i></p> <p><i>Attendance factor* _____ = _____</i></p> <p><b>C. FREE MEAL COUNTS</b></p> <p><i>Total approved free for current month _____ X</i></p> <p><i>Attendance factor* _____ = _____</i></p> <p><b>COMPARE SITE'S DAILY MEAL COUNTS, BY CATEGORY, WITH ABOVE FIGURES IN A, B, AND C.</b></p> <p><i>(check appropriate statement)</i></p> <p>_____ Meal counts DO NOT exceed numbers above, by category, on any day in month.</p> <p>_____ Meal counts only exceed the numbers above, in one or more categories, on the following dates: _____</p> <p>The meal counts for those dates have been rechecked for accuracy and it has been determined they exceed the above numbers, by category, for the following reason(s):</p> <p>_____</p> <p>_____</p> <p>_____</p> <p><b>* Use the National attendance factor of 91.6% for 1999-2000 School Year (or current attendance factor) in Steps A, B, and C. As an alternative, the actual agency or site attendance factor could also be used in Steps A, B, and C.</b></p>	
<b>EVALUATOR'S SIGNATURE:</b>	<b>DATE:</b>

## SAMPLE

<b>SITE:</b>								<b>CLAIM MONTH:</b>			
(A) DATE	(B) TRACKS IN SESSION	FREE			REDUCED-PRICE			TOTAL			COMMENTS
		(C) ELIGIBLE	(D) ELIG x AF*	(E) MEAL COUNT	(F) ELIGIBLE	(G) ELIG x AF*	(H) MEAL COUNT	(I) ELIGIBLE	(J) ELIG x AF*	(K) MEAL COUNT	

\* Use the National attendance factor (AF) of 91.6% for the 1999-2000 school Year(or current attendance factor). As an alternative, the actual agency or site attendance factor could also be used.

EVALUATOR'S SIGNATURE:	DATE:
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